

**A RESOLUTION BY
CITY UTILITIES COMMITTEE**

11-*R*-0894

A RESOLUTION AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO ENTER INTO AMENDMENT AGREEMENT NO. 4, ANNUAL CONTRACT WITH HDR ENGINEERING, INC., FOR FC-6005007887D, PROFESSIONAL DESIGN SERVICES FOR VARIOUS QUALITY OF LIFE PROJECTS TO PROVIDE FUNDING FOR ADDITIONAL DESIGN, ENVIRONMENTAL, RIGHT OF WAY SERVICES, AND CONSTRUCTION ADMINISTRATION FOR THE MEMORIAL DRIVE SIDEWALK, PHASES I, II, AND III, CASCADE MAYS STREETSCAPE, AND SOUTHWEST ATLANTA SIDEWALK PROJECTS, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS IN AN AMOUNT NOT TO EXCEED TWO HUNDRED THIRTY THREE THOUSAND SIX HUNDRED EIGHTY FIVE DOLLARS AND NO CENTS (\$233,685.00); ALL CONTRACTED WORK BEING CHARGED TO AND PAID FROM VARIOUS FUND DEPARTMENT AND ACCOUNT NUMBERS; AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta ("City") did enter into an Agreement with HDR Engineering, Inc ("HDR, Inc.") for FC-60050007887-D, Annual Contract for Professional Design Services for Various Quality of Life Projects) pursuant to Resolution 05-R-0651; and

WHEREAS, said Agreement has a base term of Two (2) years, with one (1), one (1) year renewal option; and

WHEREAS, Renewal Agreement No. 1 was executed, effective June 8, 2007 to June 6, 2008; and

WHEREAS, the Chief Procurement Officer authorized a 90-day extension on April 8, 2008 giving a new expiration date of September 7, 2008; and

WHEREAS, an extension for Renewal Agreement No. 1 was executed pursuant to Ordinance 08-O-1526, for the continuation of remaining design phase services which includes right-of-way acquisition and the continued construction management services and waived the competitive procurement provisions contained in Article X of the Procurement and Real Estate Code of the City of Atlanta code of ordinances allowing the city to extend expired Renewal Agreement No. 1 for an additional 36 months in an amount not to exceed Seven Hundred Fifty One Thousand Nine Hundred Sixty Dollars (\$751,960.00); and

WHEREAS, said Renewal Agreement No. 1 was extended for a period of thirty-six (36) months effective September 7, 2008 to September 6, 2011; and

WHEREAS, Amendment Agreement No. 1 was executed April 20, 2006 pursuant to Resolution 06-R-0370, for Professional Design Services to add additional funding to provide right-of-way acquisition services and construction administration services for additional projects, in an amount not to exceed Three Hundred Fifty One Thousand Seven Hundred Forty Two Dollars (\$351,742.00); and

WHEREAS, Amendment Agreement No. 2 was executed October 26, 2007 pursuant to Resolution 07-R-2325, for Professional Design Services to add additional funding to provide right-of-way acquisition services and construction administration services for additional projects, in an amount not to exceed Sixty Seven Thousand Seven Hundred Sixty Dollars (\$67,760.00); and

WHEREAS, Amendment Agreement No. 3 was executed July 27, 2008 pursuant to Resolution 08-R-0681, for Professional Design Services to add additional funding for the City Hall South Trinity Avenue Sidewalk Design and Construction work in an amount not to exceed Sixteen Thousand Five Hundred Dollars (\$16,500.00); and

WHEREAS, the Department of Public Works desires to enter into Amendment Agreement No. 4 to add additional funding for further design, right of way, environmental and construction management services for the Memorial Drive Sidewalk Phases I, II and III, Cascade Mays Streetscape and Southwest Atlanta Sidewalk Projects; and

WHEREAS, HDR Engineering, Inc. has performed the contracted services satisfactorily; and

WHEREAS, the Commissioner of Public Works and the Chief Procurement officer recommend this Amendment Agreement No. 4 with HDR Engineering, Inc., for FC-6005007887-D, Annual Contract for Professional Design Services for Various Quality of Life Projects (Project F: Cascade Mays Streetscape Phase II Transportation Enhancements), in an amount not to exceed Two Hundred Thirty Three Thousand Six Hundred Eighty Five Dollars and No Cents (\$233,685.00).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor is authorized to enter into an Amendment Agreement No. 4 with HDR Engineering, Inc for FC-6005007887-D, Annual Contract for Professional Design Services for Various Quality of Life Projects (Project F: Cascade Mays Streetscape Phase II Transportation Enhancements) for additional funding for continued right-of-way, environmental and construction services for the Memorial Drive Sidewalk Phases I, II and III, Cascade Mays Streetscape and Southwest Atlanta Sidewalk Projects, in an amount not to exceed Two Hundred Thirty Three Thousand Six Hundred Eighty Five Dollars (\$233,685.00).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is directed to prepare the appropriate Amendment Agreement for execution by the Mayor.

BE IT FURTHER RESOLVED, that this Amendment Agreement will not become binding upon the City and the City shall incur no obligation or liability under it until the contract is approved by the City Attorney as to form, signed by the Mayor, attested to by the Municipal Clerk, and delivered to HDR Engineering, Inc.

BE IT FINALLY RESOLVED, that all contracted work shall be charged to and paid from Fund, Department and Account Numbers: 3502 (General Government Capital Outlay Fund) 130308 (DPW Transportation Design) 427000 (Traffic Engineering) and PTAE0 funding

source: 13110255 101 350291795 5410001/5414002 COA, 13110255 102 350291795
5410001/5414002 COA, 13110264 101 350291795 541001/5414002 COA, 13110264 102
350291795 541001/5414002 COA.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: City Utilities Committee

Caption: A RESOLUTION AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO ENTER INTO AMENDMENT AGREEMENT NO. 4, ANNUAL CONTRACT WITH HDR ENGINEERING, INC., FOR FC-6005007887D, PROFESSIONAL DESIGN SERVICES FOR VARIOUS QUALITY OF LIFE PROJECTS TO PROVIDE FUNDING FOR ADDITIONAL DESIGN, ENVIRONMENTAL, RIGHT OF WAY SERVICES, AND CONSTRUCTION ADMINISTRATION FOR THE MEMORIAL DRIVE SIDEWALK, PHASES I, II, AND III, CASCADE MAYS STREETScape, AND SOUTHWEST ATLANTA SIDEWALK PROJECTS, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED THIRTY THREE THOUSAND SIX HUNDRED EIGHTY FIVE DOLLARS AND NO CENTS (\$233,685.00); ALL CONTRACTED WORK BEING CHARGED TO AND PAID FROM VARIOUS FUND DEPARTMENT AND ACCOUNT NUMBERS; AND FOR OTHER PURPOSES.

Council Meeting Date: June 20, 2011

Requesting Dept.: Department of Public Works

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

The purpose of this legislation is to enter into Amendment Agreement No. 4 with HDR Engineering, Inc., for FC-6005007887D, to provide funding for additional design, environmental, right-of-way services, and construction administration for the Memorial Drive Sidewalk, Phases I, II, and III, Cascade-Mays Streetscape and Southwest Atlanta Sidewalk Projects.

2. Please provide background information regarding this legislation.

3. If Applicable/Known:

(a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):**

(b) **Source Selection:**

(c) **Bids/Proposals Due:**

(d) **Invitations Issued:**

(e) **Number of Bids:**

(f) **Proposals Received:**

(g) **Bidders/Proponents:**

(h) **Term of Contract:**

4. Fund Account Center:

5. Source of Funds:

6. Fiscal Impact:

7. Method of Cost Recovery:

This Legislative Request Form Was Prepared By:

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

For Legislative Counsel Use Only

_____ Date Received _____ Complete _____ Incomplete (Date returned: _____)

_____ Date of Department Consultation _____ Date of Finance Department Consultation

Commissioner Notified: ____ Yes ____ No If No, Why? _____

Legislation Required

____ Yes ____ No

Legislation Type

____ Resolution ____ Ordinance

Amends the Code

____ Yes ____ No

Blueback Prepared

____ Yes ____ No

Commissioner Signature _____

Council Members Only:

Authority to speak to Subject Matter Attorney ____ Yes ____ No

Authority to speak to Department ____ Yes ____ No

Date Submitted: April 6, 2011

Department Submitting Request: DEPT. OF PUBLIC WORKS

Person Submitting Request: GREG HOLDER

Extension: 6208

Bureau/Division Manager: MADELYN GRANT

Extension: 6368

Requesting preliminary meeting with Legislative Counsel attorney? ☐ Yes ☒ No

Subject Matter of the Meeting Amendment Agreement No. 4 for FC-6005007887-D, Annual contract for Professional Design Services for Various Quality of Life Projects for the Memorial Drive Sidewalks Phase I, II and Phase III, Cascade Mays Streetscape and Southwest Atlanta Sidewalk Projects with HDR Engineering, Inc

Cycle Number/Requested Full Council Date (not earlier than 4 weeks from date of submission): 10

If this must be submitted to Council in fewer than 4 weeks explain why. Please identify consequences if legislation is not submitted for requested cycle. Also, if applicable, please state why the Legislative Request Form was submitted after the Cycle deadline. All non-conforming requests must have Commissioner approval. N/A

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

Part I: Legislative Request Form:

Instructions: Please answer all questions fully before submitting. Attach additional pages if necessary. All requests for legislation must have approval of a manager prior to submission. All incomplete requests will be returned. Send request via electronic mail to Legislative Counsel. No hard copies will be accepted. Please refer to attached deadlines for the relevant Chief of Staff submission guidelines.

1. **Legislation Name/Project Name:** Amendment Agreement No. 4 for FC-6005007887-D, Annual contract for Professional Design Services for Various Quality of Life Projects for the Memorial Drive Sidewalks Phase I, II and Phase III, Cascade Mays Streetscape and Southwest Atlanta Sidewalk Projects with HDR Engineering, Inc

2. **What is the purpose of this legislation? (check one)**

- ☐ Accept a grant or donation [If so, is a matching grant required?] ☐ Yes ☒ No
- ☐ Amend budget
- ☐ Amend Code of Ordinances
- ☒ Amend Contract
- ☐ Anticipate funds
- ☐ Appropriate funds
- ☐ Apply for a grant or donation
- ☐ Authorize/renew Contract
- ☐ Fines/penalties
- ☐ Human Resources related
- ☐ Make a purchase
- ☐ New project
- ☐ Procuring goods
- ☐ Procuring services
- ☐ Other, please explain

- ☐ If this legislation is to award/amend/renew a contract, please provide the following:

Expiration date of contract: December 6, 2011

Contract Term (months/yr):

3. **Can the purpose of this legislative request be accomplished administratively?**

- ☐ Yes ☒ No ☐ I Don't Know

4. **Please explain and estimate any financial impact on the City or your Department.**

- ☐ Will there be a fee or charge assessed by the City?
- ☐ If so, how much? n/a
 - ☐ How was the fee or charge determined? n/a

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

- Will revenue be generated for the City? n/a

Please remember to contact Human Resources if this request involves personnel changes (ex. Reclassification, New Hires, Termination, etc.

5. If there has been previous or similar legislation, please describe and cite the relevant legislation (e.g., 04-R-0001). 07R0681

6. Is this a computer/technology purchase? ☐ Yes ☒ No

If so, please forward ISR (Information System Hardware/Software Request) along with a copy of this Legislative Request Form via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

Please forward any additional pertinent or supporting documents (e.g. contracts, exhibits, requisitions, copies of any old ordinances/resolutions pertaining to this issue, etc.) along with a copy of this Legislative Request Form and legislative white paper via email to legislative_counsel or via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview:

Caption:

Council Meeting Date:

Requesting Dept.:

FAC Confirmed by:

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The purpose of this legislation is to amend the existing annual design contract with HDR Engineering, Inc to provide additional funds to complete the Memorial Drive Phase 2 & 3 and Southwest Atlanta sidewalk projects for additional design, right of way, and construction administration services for Memorial Drive Phase I and Cascade Mays Streetscape Projects.

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

Fountain Ave from Cascade Road to Venetian Drive show signs of erosion from routine pedestrian travel, which include children walking to and from school and there being no allowance for wheel chairs to access sidewalks on Cascade Road from Fountain Avenue to Delowe Drive. These projects will complete the design to add continuous sidewalk along sections of the roadway. If approved, this legislation will allow for the completion of phase 2 & 3 of the project design, adding needed sidewalk and landscaping to the roadway, allow for construction administration services of Memorial Drive, Phase I of the sidewalk improvement project and bring a section of Cascade into ADA compliance. The design completion needs to meet the FY2012 deadline in order for the City of Atlanta to be authorized for federal funding construction cost reimbursement.

3. If Applicable/Known:

(a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional/Construction Administration

(b) **Source Selection:** n/a

(c) **Bids/Proposals Due:** n/a

(d) **Invitations Issued:** n/a

(e) **Number of Bids:** n/a

(f) **Proposals Received:** n/a

(g) **Bidders/Proponents:** n/a

(h) **Term of Contract:** n/a

4. Fund Account Center (Ex. Name and number): 13110255 101/102 350291795 5410001/5414002 COA (Memorial Drive) \$123,415.00, 13110264 101/102 350291795 5410001/5414002 COA (Southwest Atlanta/Cascade Mays) \$110,270.00

Fund: _____ **Account:** _____ **Center:** _____

5. Source of Funds: Example: Local Assistance Grant .General Government Capital Fund

6. Fiscal Impact: \$233,685.00

Example: This legislation will result in a reduction in the amount of _____ to Fund Account Center Number _____.

7. Method of Cost Recovery:

Examples:

- a. *Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. *Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

This Legislative Request Form Was Prepared By: Greg Holder



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December 3, 2010

Greg Holder
Office of Transportation
55 Trinity Avenue, S.W.
Suite 4500
Atlanta, GA 30303
Re: **Memorial Drive Sidewalks**

Dear Mr. Holder:

HDR Engineering, Inc. (HDR) is pleased to provide a fee proposal for additional design, right of way, environmental, and construction services for Memorial Drive Sidewalks Phases 1, 2, and 3. The additional work shall be performed in accordance with HDR's current design services contract for Various Quality of Life Projects (FC-6005007887-D). The following is a detailed description of the necessary additional work:

Task 1: Memorial Drive Sidewalks Phase 1 (Hourly not to exceed \$10,000)

At the City of Atlanta's direction, HDR expended the original Construction Services fee for Memorial Drive Phase I to cover out of scope design phase work. As such, HDR will provide the following construction phase services, as requested by the City, on an hourly basis to a maximum fee of \$10,000:

1. Respond to contractor RFI's
2. Attend coordination meetings with City of Atlanta and Contractor as requested
3. Review and approve submittal packages
4. Perform site inspections as requested by City of Atlanta
5. Issue field reports following each site inspection
6. Perform final punchlist

Task 2: Memorial Drive Sidewalks Phases 2 & 3 Environmental Services (\$49,000)

1. A Modified Phase I Environmental Site Assessment and Phase II Subsurface Soil Investigation is required to be performed within proposed and existing construction easements and rights-of-way at properties having suspect potential petroleum hydrocarbon and/or hazardous waste environmental impacts. HDR's original Memorial Drive Phase One scope of work included a windshield survey of potential UST and hazardous waste sites for preparation of the CE; however, a Modified Phase I Environmental Site Assessment and Phase II Subsurface Soil Investigations were not included in the original scope of work. The necessity of a Modified Site Assessment and Phase II Subsurface Soil Investigation can only be determined after the CE and Preliminary Right of Way Plans are complete. The CE identified four properties that may have potential, current, or former environmental concerns that may impact the sidewalk improvements. The four suspect properties identified by the preliminary environmental assessment are located at 1675 Memorial Drive, 1655 Memorial Drive, 225 Clifton Street, and 2273 Memorial Drive. Three borings are proposed per parcel, with one sample per boring collected for submittal.
2. A full CE Revaluation with updated special studies is required for Memorial Phase 2 and 3. HDR's scope of work includes a CE Update, but not a CE Reevaluation. The HDR Project team will provide the following services associated with the CE Revaluation:
 - a. GDOT requires an update (not just an addendum) to the Section 106 Worksheet because it is more than 5 years old. The project team will re-survey Phase 2 and Phase 3 project limits and update the Section 106 Worksheet. Based upon

comments from the PFPR, an acknowledgement of *di minimis* determination will be requested from SHPO.

- b. An Ecology Addendum will be prepared.
- c. An Air Quality Assessment, including a PM2.5 determination, for review and approval by GDOT in accordance with GDOT will be prepared.
- d. A CE Reevaluation for review and approval by GDOT will be prepared. Our services include response to GDOT and FHWA comments.

Task 3: Memorial Drive Sidewalks Phases 2 & 3 Public Meeting \$2,760

1. The Environmental Commitments Table requires that a public meeting be held prior to Right of Way Acquisition. The Scope of Work for Memorial Sidewalks Phases 2 and 3 does not include a public meeting. HDR will prepare a PowerPoint presentation for the meeting and one staff member will attend the meeting as required by the City of Atlanta. The logistical aspects of the meeting, such as coordination of meeting location, meeting time, meeting advertisement, and arrangement of official meeting minutes recording reporter will be the responsibility of the City of Atlanta.

Task 4: Memorial Drive Sidewalks Phase 2- Extend limit of Construction \$15,115

1. GDOT's PFPR comments included extending the limit of construction one and a half blocks westward to Moreland Avenue. The limits of construction as shown within the Preliminary Plans were agreed upon by HDR and the City of Atlanta. Extending these limits will require additional compensation. The following work is associated with extending the limits of construction:
 - a. Update Cover Sheet, Typical Sections, Cross Sections, Driveway Profiles, Mainline Plan, Signage and Marking, Erosion Control, Utility Plans, and Right of Way Plans.
 - b. The existing conditions within the proposed extended limits of construction have changed significantly since the area was first surveyed in 2003. An update to the survey is therefore necessary.

Task 5: Memorial Drive Sidewalks Phases 2 & 3- Right of Way \$440

1. The Scope of Work for Memorial Drive Phase 2 includes a total of 33 individual property plats and legal descriptions (at a cost of \$700 each) and 52 parcels requiring right of way negotiation/acquisition services (at a cost of \$2,030 per parcel) for a grand total right of way service fee of \$128,660. As preliminary right of way plans were developed, the total number of parcels requiring acquisition services and plat and legal descriptions changed. Current preliminary right of way plans include 49 parcels that require acquisition services, and 46 parcels that require individual plat and legal descriptions. Based upon these changes, the revised fee would be \$32,200 (Plat and Legals) + \$99,470 (Acquisition) for a total of \$131,670. This revised total will require an additional fee of \$3,010.
2. The Scope of Work for Memorial Drive Phase 3 includes a total of 31 individual property plats and legal descriptions (at a cost of \$700 each) and 73 parcels requiring right of way negotiation/acquisition services (at a cost of \$2,030 per parcel) for a grand total right of way service fee of \$169,890. As preliminary right of way plans were developed, the total number of parcels requiring acquisition services and plat and legal descriptions changed. Current preliminary right of way plans include 51 parcels that require individual plat and legal descriptions, and 54 parcels that require acquisition services. Based upon these changes, the revised fee would be \$35,700 (Plat and Legals) + 109,620 (Acquisition) for a total of \$145,320. This revised total will equal a \$24,570 CREDIT to the City of Atlanta.
3. The Scope of Work for Memorial Drive Sidewalks Phases 2 and 3 does not include any allowance for cost to cures. Based upon previous projects, we will assume that 2 Cost to



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- Cures will occur in Phase 2, and 2 Cost to Cures will occur in Phase 3. The cost for this service is \$2,500.00 per parcel, totaling \$10,000 for all 8 condemnations.
4. The Scope of Work for Memorial Drive Sidewalks Phases 2 and 3 does not include any allowance for condemnations. Based upon previous projects, we will assume that 4 condemnations will occur in Phase 2, and 4 condemnations will occur in Phase 3. The HDR Project Team will provide a 388 (c) appraisal and coordinate with the attorney to prepare for court hearing. The cost for these services is \$1,500.00 per parcel, totaling \$12,000 for all 8 condemnations.

Task 6: Memorial Drive Sidewalks Phases 2 & 3- GDOT Policy Changes \$16,100

1. GDOT's requirements for construction plans and supplemental information have changed significantly since this project began in 2008. The following information has either been modified or has changed since this project began:
 - a. GDOT has requested that a Summary of Quantities Series of Drawings be added to the plan set. A Summary of Quantities has not been necessary on previous projects and is not included in the Scope of Work.
 - b. Cost Estimate formatting has changed (as of August 23rd) to the new CES format. This will require learning a new estimating software system, and the re-entry of cost estimate data.

Task 7: Miscellaneous Allowance \$30,000

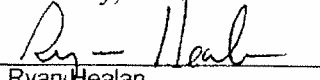
1. An additional \$30,000 shall be allocated for miscellaneous work under this contract. HDR will only perform this work on task basis with prior approval from the City of Atlanta.

The net fee for this change order request (including additional service and credits to the City) is **\$123,415**. This fee includes \$10,000 for hourly, not to exceed work associated with construction phase services, and a \$113,415 lump sum fee (that includes all labor, overhead, and expenses). Please see the following attachment for a breakdown of hours by task.

Clarifications:

1. Printing expenses have been assumed to cover 2 rounds of submittals to GDOT and 1 submittal to City of Atlanta.
2. Task 2 proposes subsurface investigations on 4 properties. If additional properties are discovered, additional compensation will be required.
3. We have assumed 4 total Cost to Cures, should additional Cost to Cures be necessary, then additional compensation will be required.
4. We have assumed 8 condemnations, should additional condemnations be necessary, then additional compensation will be required.
5. We have assumed the condemnation proceedings can be accomplished with 388(c) appraisals. Should GDOT determine that a 388(c) is not sufficient, additional compensation will be required.

Sincerely,


Ryan Healan
HDR Engineering, Inc.

Approved


Greg Holder
Public Works Manager, City of Atlanta

Ad-Service (12/03/2010)
Memorial Drive Sidewalks (Ph1, 2, and 3)

Task 1: Memorial Drive Sidewalks Ph 1-Bidding and Construction Observation	Unit	Rate	Cost
Bidding and Construction Observation Services	Hourly	Varies	\$10,000
Task 1 Total: Hourly Not to Exceed			\$10,000

Task 2: Memorial Drive Sidewalks-Phase 2&3 Environmental Services	Unit	Rate	Cost
Modified Ph I Env. Site Assessment and Ph II Subsurface Soil Investigation			
Field Investigation and Database Review	1	\$11,000	\$11,000
Field Screening and Soil Analysis (12 soil samples)	1	\$6,000	\$6,000
Summary Report of Investigation	1	\$4,500	\$4,500
CE Reevaluation			
Background Research and Field Surveys	1	\$4,750	\$4,750
Document Preparation	1	\$22,750	\$22,750
Task 2 Total			\$49,000

Task 3: Memorial Drive Sidewalks Phase 2&3 Public Meeting	Hours	Rate	Cost
Meeting Preparation	20	\$115	\$2,300
Meeting Attendance	4	\$115	\$460
Task 3 Total			\$2,760

Task 4: Memorial Drive Sidewalks Phase 2- Extend Limit of Construction	Hours	Rate	Cost
Base Plan Modifications	16	\$115	\$1,840
Cover Sheet	1	\$115	\$115
Typical Sections	4	\$115	\$460
Detailed Estimate	6	\$115	\$690
Mainline Plan	24	\$115	\$2,760
Driveway Profiles	8	\$115	\$920
Cross Section	12	\$115	\$1,380
Utility Plan	4	\$115	\$460
Signing and Marking Plan	4	\$115	\$460
Tree Protection Plan	2	\$115	\$230
Erosion Control Plan	8	\$115	\$920
Right of Way Plans	8	\$115	\$920
QA/QC	4	\$115	\$460
Update Topographic Survey	1	\$3,500	\$3,500
Task 4 Total			\$15,115

Task 5: Memorial Drive Sidewalks Phase 2&3- Right of Way	Parcels	Rate	Cost
Memorial Drive Phase 2 RW Services			
Additional Plat and Legal Descriptions	13	\$700	\$9,100
Credit for Reduction in Total Number of Acquisition Parcels	3	(\$2,030)	(\$6,090)
Cost to Cure	2	\$2,500	\$5,000
Condemnation Support	4	\$1,500	\$6,000
Memorial Drive Phase 3 RW Services			
Additional Plat and Legal Descriptions	20	\$700	\$14,000
Credit for Reduction in Total Number of Acquisition Parcels	19	(\$2,030)	(\$38,570)
Cost to Cure	2	\$2,500	\$5,000
Condemnation Support	4	\$1,500	\$6,000
Task 5 Total			\$440

Task 6: Memorial Drive Sidewalks Phase 2&3- GDOT Policy Changes	Hours	Rate	Cost
Summary of Quantities	80	\$115	\$9,200
Revise Cost Estimate	60	\$115	\$6,900
Task 6 Total			\$16,100

Task 7: Miscellaneous	Unit	Rate	Cost
Miscellaneous allowance for out of scope tasks. This allowance will be billed on a task basis with prior approval from City of Atlanta	Hourly	Varies	\$30,000

Additional Service Total Cost: \$123,415



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December 3, 2010

Greg Holder
Office of Transportation
55 Trinity Avenue, S.W.
Suite 4500
Atlanta, GA 30303
Re: Southwest Atlanta Sidewalks

Dear Mr. Holder:

HDR Engineering, Inc. (HDR) is pleased to provide a fee proposal for additional design, right of way negotiation, and construction services for the Cascade Mays Streetscape Phase 2 and Southwest Atlanta Sidewalk Project. The additional work shall be performed in accordance with HDR's current design services contract for Various Quality of Life Projects (FC-6005007887-D).

**Task1: Cascade Mays Streetscape Ph2- Bidding and Construction Observation
(Hourly not to exceed \$10,000)**

At the direction of the City of Atlanta, HDR utilized the original Construction Services fee for Cascade Mays Streetscape Ph 2 to cover out of scope design phase work. As such, HDR will provide the following construction phase services on an hourly basis as requested by the City of Atlanta to a maximum fee of \$10,000:

1. Respond to contractor RFI's
2. Attend coordination meetings with City of Atlanta and Contractor as requested
3. Review and approve submittal packages
4. Perform site inspections as requested by City of Atlanta
5. Issue field reports following each site inspection
6. Perform final punchlist

Task 2: Southwest Atlanta Sidewalks-Additional Plat and Legal Descriptions \$11,200

The Scope of Work for SW Atlanta Sidewalks includes a total of 30 parcels that require plat and legal description exhibits. This quantity was based upon the Preliminary Plans, which included 30 parcels that have construction easements. There have been changes to the plans that have resulted in the addition of 16 parcels, bringing the project total to 46. The Contract includes a unit price of \$700 for Plat and Legal Descriptions; therefore an ad service of \$11,200 is required for the additional 16 Plat and Legal descriptions. Please see below for a description of the events causing the changes in the number of plats and legal descriptions:

1. GDOT comments from the Preliminary Field Plan Review stated that easement area needed to be increased in order to accomplish the work. HDR therefore went back through the drawings and added new construction easements to a total of 9 parcels. Three of the parcels (58, 59, and 60) are totally new- they had no easements on them at all; six of the parcels existed (17, 18, 19, 26, 33, & 36), but only had driveway easements on them. All 9 of these parcels will require plat and legal descriptions.
2. There are a number of situations where existing driveways have been built over the property line. The GDOT review appraiser has requested that the portion of driveway that is built over the property line, be constructed with a construction easement, not a driveway easement. Although multiple parcels are affected, all but one already have construction easements on them and are therefore included in the original 30 parcels that require plat and legal

- descriptions. Parcel #39 is the only additional parcel that will require plat and legal descriptions due to this situation.
3. The right of way line and property lines have been adjusted based upon recent title research. The adjusted property lines have resulted in the addition of 6 new parcels that will require construction easements; these new parcels include (8, 9, 10, 12, 14, & 15).

Task 3: SW Atlanta Sidewalks- Additional RW Acquisition Services: \$17,920

1. Easement Renegotiation. The right of way line and property lines have been adjusted based upon recent title research. The adjusted property lines indicate that several parcels, that currently only have driveway easement on them, will now require construction easements as well. Driveway Easements have already been negotiated on three of these parcels (#8, #9, and #15) and will therefore require additional services in order to get construction easements added.
2. Temporary Parking Loss Appraisals. The GDOT Review Appraiser has indicated the need for Temporary Parking Loss Appraisals for 7 parcels. The project team has assumed that these can be accomplished with a 388(c) appraisal. Cost for 388(c) is \$900 per parcel. Total cost is \$6,300.
3. Condemnation Support. Based upon 54 total parcels, we have assumed that 6 parcels will require condemnations. The HDR Project Team will provide a 388 (c) appraisal and coordinate with the attorney to prepare for court hearing. The cost for these services is \$1,200.00 per parcel. Total cost is \$7,200.
4. Cost to Cure. Based upon initial comments from the GDOT Review Appraiser, we will assume 2 Cost to Cures at \$2,500 each.
5. Credit to City of Atlanta. The contract between HDR and the City of Atlanta includes a total of 57 parcels that require right of way negotiation; this quantity was based upon the Preliminary Right of Way Plan. Since the development of the Preliminary RW Plans, parcels have been added and removed resulting in the net reduction of 1 parcel. Title work has been performed on this parcel. The credit issued to the City for the reduction of parcels will be pro-rated to reflect the title work performed on this parcel. Credit Total (\$1,630).

Task 4: SW Atlanta Sidewalks- Modifications to RW Plan: \$8,530

1. GDOT comments from the Preliminary Field Plan Review stated that easement areas were required to be increased in order to accomplish the work. The easement areas were equivalent to easement areas on previous GDOT projects, and were drawn as directed by the City of Atlanta on previous projects. As a result of these new requirements, HDR increased the easement area on some parcels, and added new construction easements to a total of 9 parcels. The revisions required adjustments to the easement layouts, updates to the data tables, and revisions to the mainline plan to accommodate new right of way text.
2. The GDOT Review Appraiser has asked for additional revisions to the right of way plans including, reducing the size of driveway easements, changing portions of certain driveway easements to construction easements, and to spot locate building footprints on the plans. These plans have not changed since going through the R/W plan approval process, and match the easement layout practices that we have been approved and acquired on previous projects.

Task 5: SW Atlanta Sidewalks-Survey Services: \$2,280

The GDOT Review Appraiser has asked for additional property and survey research above and beyond the scope of our original contract. He would like us to verify/address discrepancies of current site conditions as compared to information developed at the beginning of the project for parcels 8 through 14. This work will include deed research, survey field work, and parcel line resolution.

Task 6: SW Atlanta Sidewalks-GDOT Plan Development Changes \$9,200

GDOT's requirements for construction plans and supplemental information have changed since this project began in 2005. The following information includes changes in GDOT reviews that require additional work beyond the original Scope of this project:

1. GDOT has requested that a Summary of Quantities be added to the plan set. A Summary of Quantities has not been required on previous sidewalk projects and is not included in the Scope of Work.
2. Cost Estimate formatting has changed twice since this project has begun. Initially, cost estimate were submitted and accepted in Excel format. GDOT's Policy changed, and they began to require that all cost estimates be in DETEST format, which was a new program that required additional data entry and time to learn the software. On August 23, 2010, the policy changed yet again; all new cost estimates are required to be in the new CES format. As with the previous policy change, this will require additional time to learn the new software as well as time to re-enter cost estimate information into a new estimating program.

Task 7: SW Atlanta Sidewalks- Modified Phase I Environmental Site Assessment and Phase II Subsurface Soil Investigation: Cost: \$15,270

A Modified Phase I Environmental Site Assessment and Phase II Subsurface Soil Investigation are required to be performed within proposed and existing construction easements and rights-of-way at properties having suspect potential petroleum hydrocarbon and/or hazardous waste environmental impacts. HDR's original scope of work included a windshield survey of potential UST and hazardous waste sites for preparation of the CE; however, a Modified Phase I Environmental Site Assessment and Phase II Subsurface Soil Investigations were not included in the original scope of work. The necessity of a Modified Site Assessment and Phase II Subsurface Soil Investigations can only be determined after the CE and Preliminary Right of Way Plans are complete. The CE identified four properties that may have potential current or former environmental concerns that may impact the sidewalk improvements. The four suspect properties identified by the preliminary environmental assessment are located at 2349 Benjamin E. Mays Drive, 2270 Cascade Road, 2261 Cascade Road and 2247 Cascade Road.

As part of the preparation of this proposal, the Environmental Specialist verified three of the four properties to be investigated including 2270 Cascade Road, 2261 Cascade Road and 2247 Cascade Road. The Environmental Specialist recommend eliminating the Fire Station property located at 2349 Benjamin E. Mays Drive from the subsurface soil investigation based on our observations of surface topography and the location of the UST/dispenser island with respect to the location of the sidewalk improvements. Based on the length of frontage along each suspect property and the observed surface topography, three boring locations are planned at each identified property. We will prepare the necessary GDOT notification letters and coordinate access to all locations prior to drilling.

Task 8: SW Atlanta Sidewalks-Relocate Fontaine Curb \$20,870

The City of Atlanta has requested that the curbs along both sides of Fontaine Avenue be offset, inwards, towards the centerline of the roadway in order to create enough clearance between existing utility poles and the edge of roadway to achieve GDOT's minimum requirements. If curbs are not moved, the utility poles will have to be relocated, adding a significant cost to the project budget. This is therefore a construction cost savings measure requested by the City of Atlanta. The proposed work associated with this task will involve adjustments to the Base Plan, Typical Sections, Detailed Estimate, Mainline Plan, Driveway Profiles, Drainage Profile, Cross Section, Utility Plan, Lighting Plans, Signing and Marking Plan, Tree Protection Plan, and Erosion Control Plan.

Task 9: SW Atlanta Sidewalks-Miscellaneous Allowance \$15,000



ONE COMPANY | *Many Solutions™*

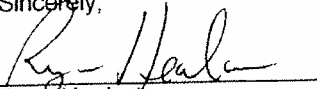
An additional \$15,000 shall be allocated for miscellaneous work under this contract. HDR will only perform this work on a task by task basis with prior approval from the City of Atlanta.

The net fee for this change order request (including additional service and credits to the City) is **\$110,270.00**. This fee includes \$10,000 for hourly, not to exceed work associated with construction phase services, and a \$100,270 lump sum fee that includes all labor, overhead, and expenses. Please see the following attachment for a breakdown of costs by task.

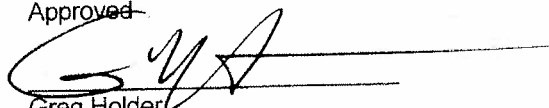
Clarifications:

1. Printing expenses have been assumed to cover 2 rounds of submittals to GDOT and 1 submittal to City of Atlanta.
2. We have assumed 2 Cost to Cures, should additional Cost to Cures be necessary, additional compensation will be required.
3. We have assumed that 6 of the temporary parking appraisals can be accomplished with 388(c) appraisals. Should GDOT determine that a 388(c) is not sufficient, a 388 (n) Temporary Parking Loss Appraisal may be necessary. The cost for 388(n) appraisal is \$2,200 per parcel. However, the cost for Parcel 37 is \$3000.
4. We have assumed the condemnation proceedings can be accomplished with 388(c) appraisals. Should GDOT determine that a 388(c) is not sufficient, additional compensation will be required.
5. Task 7 proposes subsurface investigations on 3 properties. If additional properties are discovered, additional compensation will be required.

Sincerely,


Ryan Healan
HDR Engineering, Inc.

Approved


Greg Holder
Public Works Manager, City of Atlanta

Ad-Service (12/03/2010)
Southwest Atlanta Sidewalks & Cascade Mays Ph2

Task 1: Cascade Mays Streetscape Ph2- Bidding and Construction Observation	Rate		
Project Manager	\$165		
Engineer/ LA Blended Rate	\$115		
Task 1 Total: Hourly Not to Exceed			\$10,000

Task 2: SW Atlanta Sidewalks-Additional Plat and Legal Descriptions	Parcels	Rate	Cost
Per the "Southwest Atlanta Sidewalks Right of Way and Construction Services" proposal dated June 16, 2008, HDR's fee for "individual property plats with legal descriptions of acquisition areas" is \$700 per parcel.	16	\$700	\$11,200
Task 1 Total			\$11,200

Task 3: SW Atlanta Sidewalks- Additional RW Acquisition Services	Parcels	Rate	Cost
Re-negotiating existing easement	3	\$350	\$1,050
388(c) Temporary Parking Loss Appraisal	7	\$900	\$6,300
Condemnation Support	6	\$1,200	\$7,200
Cost to Cure	2	\$2,500	\$5,000
Credit back to City-delete RW negotiation (Pro-rated for complete title work)	1	-\$1,630	(\$1,630)
Task 2 Total			\$17,920

Task 4: SW Atlanta Sidewalks- Modifications to RW Plan	Hours	Rate	Cost
Revise Easement Layout & Labeling	32	\$115	\$3,680
Revise Layout Plans	12	\$115	\$1,380
Revise Data Tables	18	\$115	\$1,840
Spot Locate Building Footprints	2	\$115	\$230
Revise Cost Estimate	5	\$115	\$575
GDOT Coordination	5	\$165	\$825
Task 3 Total			\$8,530

Task 5: SW Atlanta Sidewalks-Survey Services	Hours	Rate	Cost
Survey Fieldwork (2 Man Crew)	5	\$120	\$600
Deed Research and Property Line Resolution	16	\$105	\$1,680
Task 4 Total			\$2,280

Task 6: SW Atlanta Sidewalks-GDOT Plan Development Changes	Hours	Rate	Cost
Summary of Quantities	40	\$115	\$4,600
Revise Cost Estimate	40	\$115	\$4,600
Task 4 Total			\$9,200

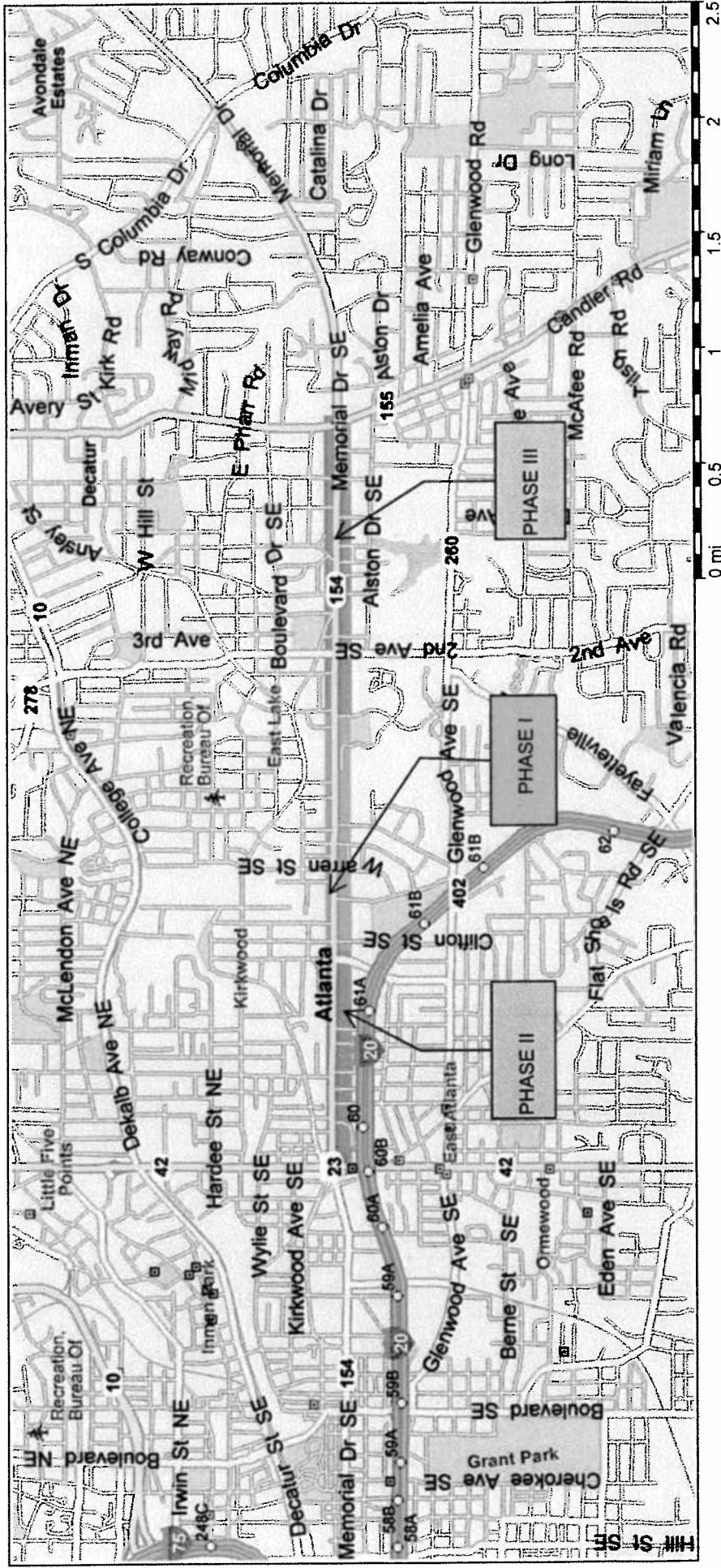
Task 8: SW Atlanta Sidewalks- Modified Ph I Env. Site Assessment and Ph II Subsurface Soil Investigation	Unit	Rate	Cost
Field Investigation and Database Review	1	\$7,545	\$7,545
Field Screening and Soil Analysis (9 soil samples)	1	\$3,725	\$3,725
Summary Report of Investigation	1	\$4,000	\$4,000
Task 4 Total			\$15,270

Task 9: SW Atlanta Sidewalks-Relocate Fontaine Curb	Hours	Rate	Cost
Base Plan Modifications	16	\$115	\$1,840
Typical Sections	8	\$115	\$920
Detailed Estimate	6	\$115	\$690
Mainline Plan	56	\$115	\$6,440
Driveway Profiles	12	\$115	\$1,380
Drainage Profile	4	\$115	\$460
Cross Section	24	\$115	\$2,760
Utility Plan	12	\$115	\$1,380
Lighting Plan	4	\$115	\$460
Signing and Marking Plan	8	\$115	\$920
Tree Protection Plan	8	\$115	\$920
Erosion Control Plan	12	\$115	\$1,380
QA/QC	8	\$165	\$1,320
Task 5 Total			\$20,870

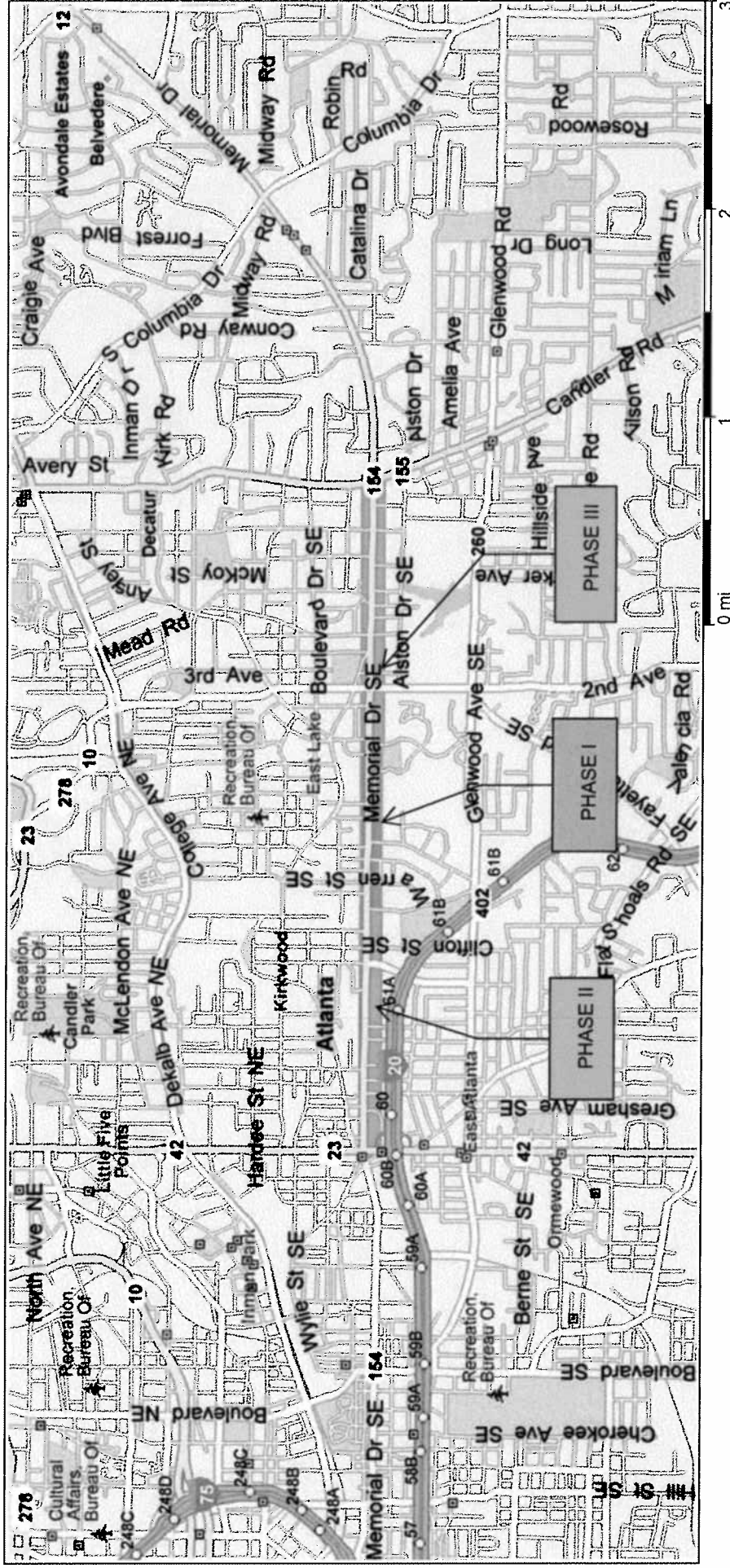
Task 10: SW Atlanta Sidewalks-Miscellaneous Allowance	Unit	Rate	Cost
Miscellaneous allowance for out of scope tasks. This allowance will be billed on a task basis with prior approval from City of Atlanta.	1	Varies by Task	\$15,000

Additional Service Total Cost: \$110,270

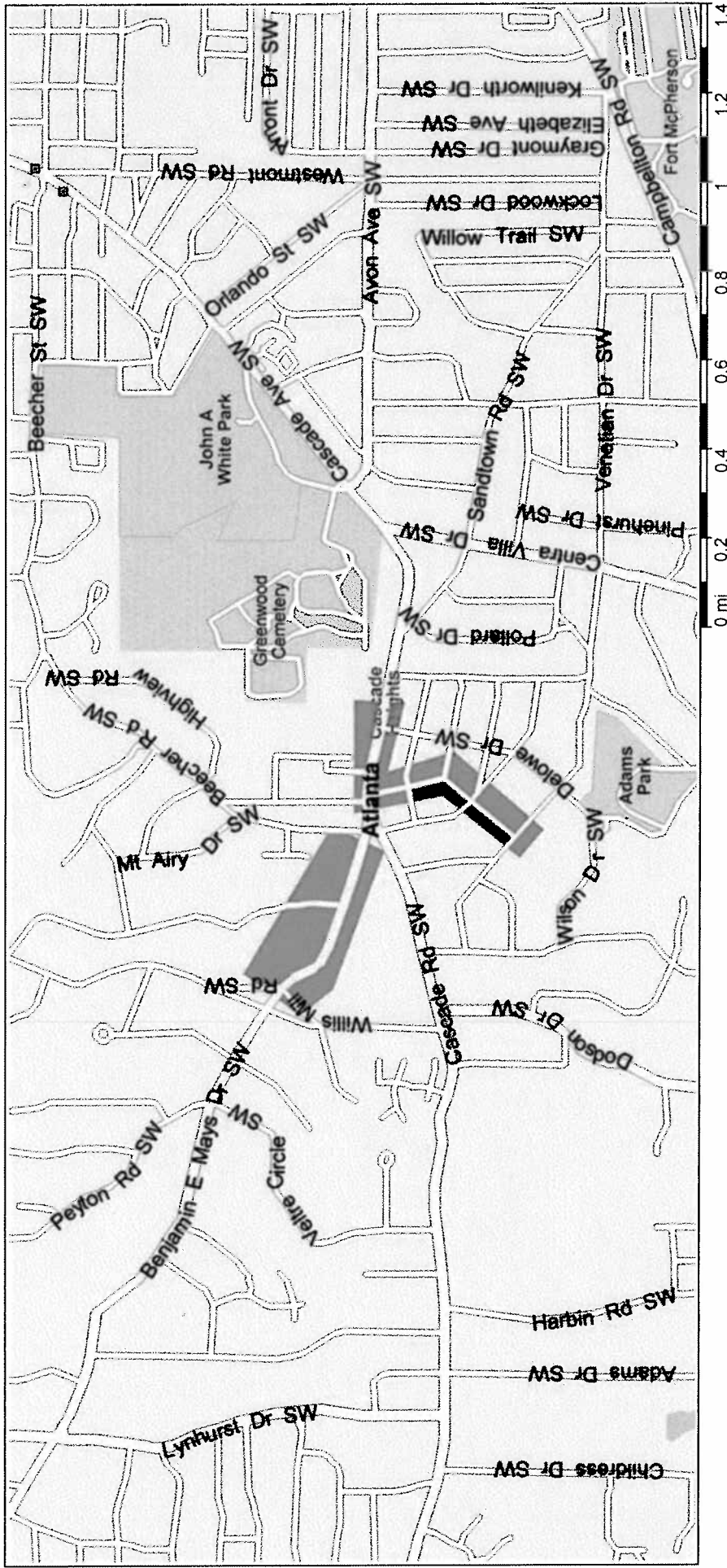
MEMORIAL DRIVE PHASE I



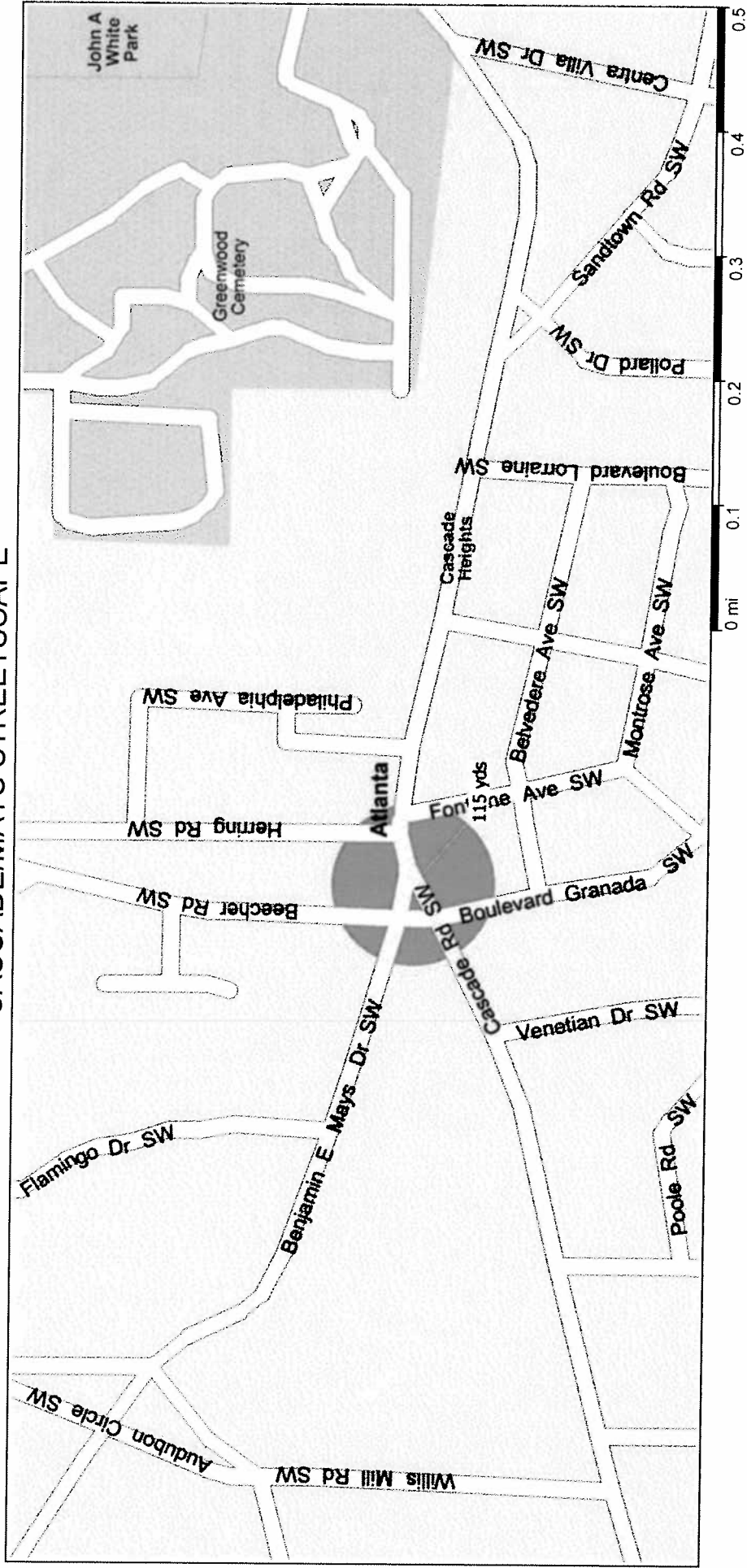
MEMORIAL DRIVE PHASE II & III



SOUTHWEST ATLANTA SIDEWALKS



CASCADE/MAYS STREETSCAPE



REQUISITION

REQUISITION NUMBER

3 5 0 2 — 2 0 1 8

BUY ENTITY

C O N T

REQUESTER I.D.

SHIP-TO CODE

0 8 0

FAC

S E E

FUND
(COMPANY)

P T A E O #

ACCOUNT

B E L O W

CENTER

DATE NEEDED

LINE #	ITEM NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	ESTIMATE AMOUNT
		FC-6005007887-D; Professional Design Services for Various QOL Prjs				
		MEMORIAL DRIVE SIDEWALK PROJECT				
		(Additional design and construction administration services)				
		Phases I, II and III				
1		PTAEO: 13110255 101 350291795 5410001 COA				\$61,707.50
2		PTAEO: 13110255 102 350291795 5410001 COA				\$61,707.50
		CASCADE MAYS STREETSCAPE/SW ATLANTA SIDEWALKS				
		(Additional design and construction administration services)				
3		PTAEO: 13110264 102 350291795 5410001 COA				\$110,270.00
TOTAL						\$ 223,685.00

SUGGESTED VENDOR HDR Engineering, JV

VENDOR NUMBER A898000-01

DEPARTMENT Public Works

BUREAU Administration

CONTACT PERSON MADELYN GRANT

DATE COMPLETED 4/5/11 PHONE NUMBER 404.330.6739

The undersigned certifies that funds are available at the budget adoption level for all items.

AUTHORIZED SIGNATURE

Madelyn Grant

DATE

4/11/2011

COMPUTER EQUIPMENT
APPROVE ☐ DISAPPROVE ☐

DOP USE ONLY

BUYER ID

FINANCE USE ONLY

BMIS USE ONLY

REQ ENTERED BY

SIGNATURE

DATE

FAC APPROVAL

SIGNATURE

DATE

SIGNATURE

DATE

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Soraya Belgrave

Contact Number: (404) 330-6002

Originating Department: Department of Public Works

Committee(s) of Purview: City Utilities Committee

Chief of Staff Deadline: May 27, 2011

Anticipated Committee Meeting Date(s): June 14, 2011

Anticipated Full Council Date: June 20, 2011

Legislative Counsel's Signature: Saul Schultz

Commissioner's Signature: [Signature]

Chief Information Officer Signature (for IT Procurements): [Signature]

Chief Procurement Officer Signature: [Signature]

CITY OF ATLANTA
DEPT. OF PROCUREMENT
2011 MAY 26 PM 4:44

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO ENTER INTO AMENDMENT AGREEMENT NO. 4, ANNUAL CONTRACT WITH HDR ENGINEERING, INC., FOR FC-6005007887D, PROFESSIONAL DESIGN SERVICES FOR VARIOUS QUALITY OF LIFE PROJECTS TO PROVIDE FUNDING FOR ADDITIONAL DESIGN, ENVIRONMENTAL, RIGHT OF WAY SERVICES, AND CONSTRUCTION ADMINISTRATION FOR THE MEMORIAL DRIVE SIDEWALK, PHASES I, II, AND III, CASCADE MAYS STREETSCAPE, AND SOUTHWEST ATLANTA SIDEWALK PROJECTS, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED THIRTY THREE THOUSAND SIX HUNDRED EIGHTY FIVE DOLLARS AND NO CENTS (\$233,685.00); ALL CONTRACTED WORK BEING CHARGED TO AND PAID FROM VARIOUS FUND DEPARTMENT AND ACCOUNT NUMBERS; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: (if any)

Mayor's Staff Only

Received by CPO: _____

(date)

Received by LC from CPO: _____

(date)

Received by Mayor's Office: [Signature]

(date)

Reviewed by: [Signature]

(date)

Submitted to Council: _____

(date)